

AIRPORT

DESCRIPTION

The Chesterfield County Airport provides professional aviation services to the community through maintenance of high quality facilities and services, and careful management of airport revenues and expenditures. The airport generates sufficient revenue to cover 100 percent of its operating expenses (excluding depreciation), and receives no financial support from the county's general fund to maintain daily operations. All service functions of the airport (i.e. aircraft maintenance, fuel sales, and hangar storage) are handled by a fixed-based operator (FBO), with applicable rentals and fees being paid to the county.

The Airport's efforts are guided by the Airport Master Plan and the Federal and State Six Year Development Plans. The airport also has a five member Airport Advisory Board that assists in long range planning efforts of the airport. A strategic business plan for the airport has been completed and a marketing plan has been prepared to capitalize on the full potential of the airport. The airport strives to preserve a balance between corporate and recreational aviation activities while recognizing the economic value it brings to the county.

FINANCIAL ACTIVITY

	FY2002 Actual	FY2003 Adopted	FY2004 Biennial Planned	FY2004 Adopted	Change FY2003 to FY2004	FY2005 Projected	FY2006 Projected	FY2007 Projected
Personnel	\$248,363	\$260,400	\$260,400	\$280,600	7.8%	\$280,600	\$280,600	\$280,600
Operating	207,424	207,300	207,300	203,300	-1.9%	210,600	210,600	210,600
Capital	<u>11,647</u>	<u>7,300</u>	<u>7,300</u>	<u>7,300</u>	0.0%	<u>0</u>	<u>0</u>	<u>0</u>
Total	\$467,434	\$475,000	\$475,000	\$491,200	3.4%	\$491,200	\$491,200	\$491,200
Revenue	<u>514,693</u>	<u>475,000</u>	<u>475,000</u>	<u>491,200</u>	3.4%	<u>491,200</u>	<u>491,200</u>	<u>491,200</u>
Net Cost	(\$47,259)	\$0	\$0	\$0	0.0%	\$0	\$0	\$0
FT Pos.	5	5	5	5	0	5	5	5

BUDGET ANALYSIS AND EVALUATION

The FY2004 budget includes funding to purchase replacement furniture and equipment and to fund two position reclassifications. The increase in revenue is attributed to consumer price index increases in hangar rent agreements to accommodate maintenance costs.

The airport terminal construction project will be completed by April 2003. This project added about 8,600 square feet of space at an estimated cost of \$2.4 million. This cost is shared with the state through a \$1.3 million grant (or 51% of total cost) and supplemented by a county match in the amount of

\$1.1 million (or 49%). This new facility adds new features such as a passenger lobby, pilots' lounge, a flight planning room, vending area, conference rooms, county office space, public restrooms, and security surveillance equipment. Renovations included upgrades to the existing terminal building's sprinkler system, a suspended ceiling, HVAC, and lighting.

The Chesterfield County Airport has recently been designated as the first general aviation airport in Virginia to be a "Secure Virginia Airport". The county's airport is the eighth busiest airport in the

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state and can accommodate aircraft from small, two-seater planes to larger corporate jets. It can accommodate jets as large as a DC-9, and has 131 based aircraft and 90 T-hangars. The Virginia Department of Aviation gave this designation when Chesterfield County Airport officials met eligibility criteria for Virginia's General Aviation Volunteer Certification Security Program. The county has provided a comprehensive security program that includes measures for employees to be protected from threatening behavior. Extra security measures were added to the construction project in anticipation of federal guidelines being handed down. Such things as security cameras, improved lighting, a new gate as well as gate security equipment, electronic access equipment, closed circuit TV, and an intercom system have been installed. Fuel trucks have also been ordered to stay in certain areas to remain away from the public. The county has also increased

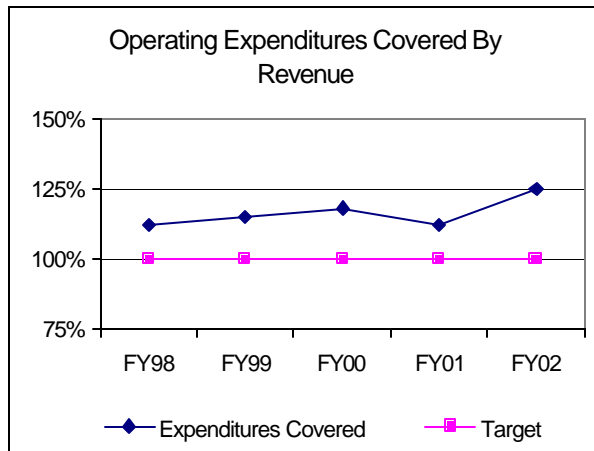
patrols by local and state police. The Virginia State Police also has its aviation headquarters located near the terminal area. Being located less than 30 minutes away from the nation's capital by flight, the county wanted to take every precaution. Airport staff has regular meetings with aircraft owners to request such security measures as ensuring that gates and aircraft are always locked.

Due to fiscal constraints at the state level, FY2004 grant match funding for numerous projects is uncertain.

Staff has identified all internal processes and has flow-charted 32 micro-processes to date. The annual customer satisfaction survey results for FY2002 indicate a 99 percent satisfaction rating for county-performed services.

HOW ARE WE DOING?

Goal:	Manage the airport resources and expenditures to eliminate support from the general fund. Supports countywide strategic goal number 1
Objective:	Cover 100 percent of operating expenditures (excluding depreciation) from revenue
Measure:	Percent of expenditures covered by revenues



Initiatives

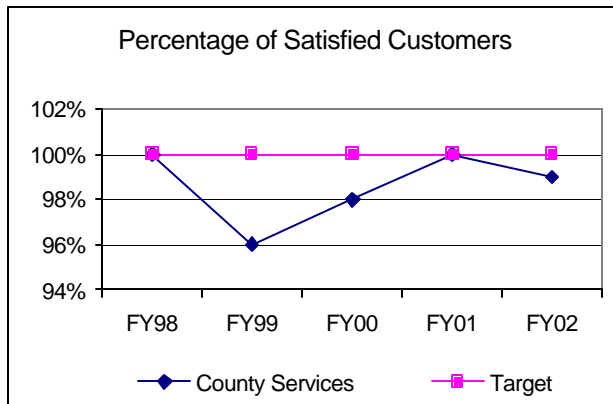
- Seven-year Capital Improvement Program
- CPI increases included in lease agreements

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Goal: Provide the highest quality of facilities and service level to the aviation community. Supports countywide strategic goal number 2

Objective: Measure customer satisfaction with a yearly survey

Measure: Percentage of customers satisfied with services



Initiatives

- Annual customer satisfaction survey
- Customer suggestion cards
- Meetings with customers

WHERE ARE WE GOING?

The major challenge for the airport in the next five years is the development and implementation of a marketing plan to pave the way for future development of the airport.

During the next several years, staff will continue to seek FAA and State capital improvement grant funds to continue development of the airport. It is anticipated that between FY2006 and FY2010, approximately \$9.9 million in other improvements will occur pending approval of grant funds. These projects include construction of an aircraft apron, reconstruction of the runway, widening of the taxiway fillet, construction of a taxiway connector and a T-hangar taxiway extension, an update of the

Master Plan, the addition of 100 spaces in the parking lot, and the purchase of snow removal equipment. These projects will open up the north area of the airport to future development and expand on much needed aircraft and vehicle parking to accommodate the new terminal building.

The airport's financial performance continues to give strong indications that it will remain self-sufficient in the future. All ninety T-hangars are rented and the waiting list for potential occupancy continues to grow.

Future year operating budget projections remain constant.